

Bissell Centre Volunteer Job Description

Job Title	Childcare Volunteer
Department	Child and Family Resource Centre
General Description	The childcare volunteer will be responsible for working with a team of child care professionals providing quality care to children (newborns – age 5) with an emphasis on their social, physical, intellectual and creative development.
Skills/Requirements	<ul style="list-style-type: none"> • Maintain a non-judgmental and supportive attitude toward the children and their families • Demonstrate an enthusiastic, positive and flexible demeanor • Excellent communication and interpersonal skills • Ability to work as a contributing member of a team • Must be able to work with pre-school children and respect them as individuals with unique needs and interests
Skills to be Gained	<ul style="list-style-type: none"> • Knowledge of inner city, its issues and the work of Bissell Centre • Practical hands-on experience working with children with challenges, including children with FASD and developmental disabilities
Responsibilities	<ul style="list-style-type: none"> • Encourage children through verbal and social interaction and support them in making positive choices regarding where and how they play • Assist with the serving and cleanup of snacks and lunches • Be actively involved in play experiences, go outside to facilitate playground play, and accompany children on field trips and outings when needed • Provide direction in a gentle manner to remind children of Bissell Centre’s guidelines • Assist with laundering of blankets and routine cleaning of toys
Expectations	<ul style="list-style-type: none"> • Arrive on time for your shift (or notify supervisor of absence) and volunteer only in designated placement
Commitment	<ul style="list-style-type: none"> • Weekdays only • Shifts are anytime between 9 am to 4:15 pm. Hours within this timeline will be negotiated with supervisor.
Training	<ul style="list-style-type: none"> • Orientation to Bissell Centre • On-the-job training from supervisor
Screening Measures	<ul style="list-style-type: none"> • Application form, interview, reference check, police information check, and child welfare check
	<ul style="list-style-type: none"> •

Contact: Linda Youssouf, Coordinator of Volunteer Services, Bissell Centre

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